

CLES Parents' Advisory Council Meeting Minutes

Tuesday September 9, 2025, 1:00 pm

CLES Library

Call to Order: 1:07pm

In Attendance: Christy Fell, Meagen Knoop, Britney Sandwell, Desiree Robinson, Jennifer Adams, Nicole Warrington, Angela Jordan, Braydon Manchur

#	Item	First	Second
1	Adoption of Agenda	Desirae	Meagen
2	Adoption of Last Meeting Minutes	Desirae	Desirae
3	Principal's Report -		
4	PAC Positions <ul style="list-style-type: none"> Chair – Christy Fell – all in favour Vice Chair - Vacant Treasurer – Nicole Warrington – all in favour Secretary – Meagen Knoop – all in favour DPAC Rep – Vacant, to be posted to the general school community, Christy to do up a blurb, Jennifer to add to the newsletter 	5 yes 5 yes 5 yes	
5	Treasurer's Report and Financials <ul style="list-style-type: none"> PAC Accounts Balances as of the end of July Chequing - \$1,367 Saving - \$3,822 Gaming Account Balance - \$64 Gaming grant is TBA, it is in progress and waiting to see how much we will receive, should be between September and October Need to pay DPAC fees – Christy to forward email to Nicole Creston Colour Run – they are donating the proceeds from the run and are donating to each of the Creston PACS, they raised \$3800 in total and will distribute by student, CLES should be receiving \$380 total. Christy sending a thank you card. <ul style="list-style-type: none"> Would like to use for a community social event / family engagement for the holidays around December – voting to agree to use funds for this 		
5	Spring Fundraising <ul style="list-style-type: none"> Mabels Labels – ongoing Rotary Presentation by Keisha – looking at doing next month. New priority for the school in getting the greenhouse repaired next year. Future Fundraising Ideas <ul style="list-style-type: none"> Coupon books – looking to partner with Erickson school and try and sell over 300 books together to get a larger percentage per book for the school – Angela to get more information Family Photography – aim to do the same as the previous year – Christy to follow up New and used clothing sale – next year look to do alongside with the corn roast Regifting – Take a toy table – do that along with the holiday event 		
6	Constitution and Bylaws – in progress – Christy and Meagen to set up a separate meeting to do a review		
7	Hot Lunches <ul style="list-style-type: none"> Pizza Lunches – issues with the gluten free pizza as last time there were only 3 slices ordered and a lot got wasted and there is concern about losing money. Will go ahead with the gluten free pizza option for the next pizza lunch to see how it goes and will revisit at the next meeting. 		

	<ul style="list-style-type: none"> ○ Christy will reach out to check if prices are the same or if we need to adjust the cost ○ Looking to do on Wednesdays – Christy to confirm they are available and then will settle on dates ● Halloween Taco Lunch – doing on October 31, will source from local stores, add rice crispy squares as a fun treat to go with the meal ● Looking to do hot dogs for Valentines day again this year 		
8	<p>Events</p> <ul style="list-style-type: none"> ● Corn Roast – Set up a PAC table, add a chalk board to ask parents to follow on facebook ● Movie – maybe in the spring ● Dance – February? Need to revisit on how to set up and communicate the parameters of the event 		
9	<p>Teacher Funding Requests</p> <ul style="list-style-type: none"> ● Science in the Classroom for Milne and King - \$185 each – teachers to provide us with a receipt before we issue the funds. 	Desirae	Meagen
	<p>School Photos</p> <p>2 years ago - \$2047.50 for a local photographer, \$15/student plus tax, PAC contributed \$3/ student so families paid \$12 – Maddie Prior – 2 digital images, \$685 from PAC</p> <p>Last year - \$2088.45, \$17/student plus tax, PAC contributed 483.45, \$2/student subsidy, families paid \$15/student – Maddie Prior</p> <p>This year - Katie Roseboom – has been used by Erickson school, cost is \$18 plus tax per student - \$20.16 total, families receive 2 digital photos per student, does class photos for free, families get access to those as well</p> <p>Last year had 16 students not pay</p> <p>Option – have families pay full price and PAC to cover those who don't / can't pay – estimate would be around \$400</p> <p>Motion – to have families cover the full cost for each student's school photo at \$20.16/student, families will be able to reach out to the school if they are not able to cover these costs and PAC will subsidize those requests up to a total of \$400</p>	Desiree	Angela
	<p>Teach Funding Requests</p> <ul style="list-style-type: none"> ● Do up to \$250 per request ● Christy to send out in November 	Desirae	Angela
	<p>Roundtable</p> <ul style="list-style-type: none"> ● Group Social - TBD 		

Adjournment: 2.26pm

Next Meeting: October 7 @ 1pm

- November 4 @ 1pm
- December 2 @ 1pm

Calendar of upcoming events

Date	Event	PAC Member
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